POLICY: COMMUNICATIONS

APPROVED BY: NUMBER: V-51

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HEALTH INFORMATION NETWORK PROVIDER

Purpose

To establish standards and practices to ensure compliance with s. 10(4) of the Personal Health Information Protection Act (PHIPA) and s. 6 of Regulation 329/04 made under PHIPA, where KFL&A Public Health acts as a health information network provider (HINP), by providing services to two or more health information custodians (HICs) for the primary purpose of enabling those HICs to use electronic means to disclose personal health information (PHI) to one another.

Policy

When KFL&A Public Health provides information technology services, such as health informatics and epidemiological surveillance software systems and analysis, to other health care partners, KFL&A Public Health may undertake the role of a HINP. A HINP is a prescribed category of persons who provide services to HICs, regulated under PHIPA, s. 10(4) and Regulation 329/04, s. 6.

Where KFL&A Public Health is acting as a HINP, it must comply with requirements prescribed by Regulation 329/04, ss. 6(3). In addition, where KFL&A Public Health is not acting as an agent of the HICs to which it provides HINP services, KFL&A Public Health must comply with additional requirements applicable to electronic service providers under Regulation 329/04, ss. 6(1) (refer to Policy V-52, *Electronic Service Providers*).

Under this policy, KFL&A Public Health shall protect PHI handled in its capacity as a HINP by employing procedures to meet the privacy and security requirements of Regulation 329/04, s. 6. This policy supplements Policy V-50, *Protection of Personal Health Information*, which provides a framework for privacy practices across the agency and ensures the protection of PHI in the custody or under the control of KFL&A Public Health.

Where there is a discrepancy between this policy and PHIPA, PHIPA takes precedence.

ORIGINAL DATE:
2015-06-24

REVISIONS: